

Town of Hawley
8 Pudding Hollow Road
Hawley, MA 01339
(413) 339-5518

Town of Hawley, Massachusetts
Minutes of Selectboard's Meeting – November 15, 2016

Present: John Sears, Bob MacLean, Hussain Hamdan– Selectboard
Cass Nawrocki – Administrative Assistant
Gary Mitchell, Pam Shrimpton, Rick Kean, Chris Tirone, Will Cosby, Bob Root,
Brendan Root, Lloyd Crawford, Courtney Hoyt, Henry Eggert

The meeting was called to order at 7:30 p.m.

1. **Review and signing of treasury warrant.**
2. **Review and acceptance of prior meeting minutes.** None.
3. **Small GMC truck bid opening.** Two bids had been received and were opened. 1) Shane J. Burek, \$4653; 2) Mike Sisum \$4250. The Selectboard agreed to award the GMC truck to Shane Burek.
4. **Highway issues - computer purchase, sander purchase, hydraulic hammer testing.** Hussain stated that he will discuss with Gary what the Highway Department's computer needs are and will work with Cass to make the purchase. He will do the installation when it arrives. Now that the funds for the purchase of a sander have been approved at today's Special Town Meeting, Gary will be shopping around for one. Gary has found a business that is willing to test the hydraulic hammer; Gary will proceed with this, once their equipment is set up for it. Doing inventory at the garage, Gary has found 16 plow cutting edges which don't fit anything and is investigating if they can be returned to the dealer for credit toward something else. The crew has been completing repairs on the Highway Department roof.
5. **Municipal Modernization.** Hussain attended a recent meeting regarding the new Municipal Modernization legislation. It is very complex with many facets, some of which will not pertain to Hawley; the Board members will review the full scope of it, to determine what is relevant and come back to a future meeting to discuss this more in detail. ** see agenda item #9 COMMBUYS below.
6. **Public Records meeting report.** John and Hussain attended a local meeting on the public records standards. Hawley's Records Access Officer (RAO) is Pam, the Town Clerk. A designated email should be created for records requests so that other Hawley officials can access these in a timely manner or alternately an arrangement for a permanent forwarding to other town email addresses could be done. The Board appointed Cass as the alternate RAO. Hussain indicated that public records displayed on

the website should be ‘machine readable’ (such as notepad) and our present PDF documents are not. This will need to be resolved in the near future.

7. **USDA Grants and Loans.** The present USDA loan rate is 2.375% and is long term. Greg Cox, the Fire Chief, will complete a list of needed improvements to the fire station so that a cost estimate can be done. Improvements there might include a bathroom, an accessible training room, and deeper bays for larger equipment. The Town Office building needs an addition which would allow a larger meeting space for town meetings, with administrative areas set off to the side. Lloyd stated that many in Hawley are concerned about the town taking on debt and a good organized town discussion will be needed. All agreed to continue this dialogue.
8. **Bylaw project update.** Pam has received a list from Town Counsel Donna MacNicol indicating which policies voted at previous town meetings are considered to be by-laws. Pam now needs to submit these (approximately 30) to the Attorney General’s Office (AGO) for approval. Zoning by-laws had all been submitted ongoingly. John suggested that the Board review Donna’s list to ensure that these ‘by-laws’ are still relevant without needing revision. Hussain will investigate the possibility of the town voting on all the by-laws within one document, which could then be submitted to the AGO for approval. If it were possible, this procedure would save Pam much time.
9. **COMMBUYS membership.** As part of the Municipal Modernization effort, towns are being required to join and use the COMMBUYS.com Market Center. Hussain will review the specifics of COMMBUYS in conjunction with other Municipal Modernization requirements/recommendations and share with the Board at a later date.
10. **Communications Committee – Broadband.** Fred Goldstein feels that he can be of service to the town or the town would use Massachusetts Broadband Institute, not both. Rick will look into this assumption. Virginia, Town Treasurer, needs to find a place to take money from for Fred’s services. Rick stated that 220 broadband surveys were mailed out to residents today. Survey results will hopefully clarify resident interest and affordability. Conversations continue with the town of Savoy regarding a combined network which would benefit both towns, lowering costs. Savoy has existing infrastructure which might be possible to share.
11. **Any other business not reasonably anticipated prior to posting this agenda.**
 - a. **Department of Conservation and Recreation (DCR) proposal.** Leo Roy, DCR Commissioner, has proposed that the state could repair Middle Road and Hunt Road in fiscal year 2018 (over 1 million dollars is earmarked), if the town agrees to DCR’s purchase of the 90 acre private parcel on Middle Road and takes responsibility for the ongoing maintenance of the roads. Questions which need clarification: 1) is the state referring to *all* roads through the state forest land or just Middle and Hunt roads?; 2) what level would Hawley need to repair the road(s) to?; what happens when a major wash out occurs?; how long is Middle Road engineered and permitted for?; what about the impact of trucks in and out for the state’s 5-year cutting program?; what is the Assessors’ position on this proposal? The long term fiscal impact to the town is most important – there are many factors to consider such as seasonal use, reliability of the state’s

commitments, impact on Chapter 90 money, and the loss of residential revenue. John and Hussain strongly support the DCR proposal, stating that this is a generous offer in a difficult fiscal climate, but all agreed to continue to pursue the investigation. John will inform Mr. Roy of Hawley's interest.

- b. **7 Pudding Hollow Road dwelling demolition.** Cass explained the demolition procedure as described to her by Glen Ayers, at Franklin Regional Council of Governments (FRCOG). Glen, as the Regional Health Agent, would normally proceed to contact the owners (Jason and Regina Velazquez) to ascertain their intentions, and if they were non-responsive to solving the problem, then the Board of Health would issue a demotion order. After a waiting period, a complaint would be filed with Housing Court to enforce the demolition order. Most of this process would not involve attorneys. The Board would prefer a more personal, local initial contact with the owners than from an agency. John Sears will make the initial contact.

- c. **Letter of support.** Since there was a short deadline for submitting a letter of support from the Hawley Selectboard that FRCOG requested for a grant application to the Efficiency and Regional Grant Program, "Planning for Climate Resilient Communities in the Deerfield River Watershed," the Selectboard authorized John Sears by e-mail to sign a brief letter of support. The letter makes no commitment on Hawley's part.

There being no further business, the meeting was adjourned at 9:01 pm.

Respectfully submitted,
Cass Nawrocki, Administrative Assistant

Minutes accepted by Board of Selectmen:

John Sears

Hussain Hamdan

Robert MacLean

Appendix A - Relevant documents:

- COMMBUYS Update – News for Local Government August 15, 2016. From email.

- Bid Opening Worksheet – November 15, 2016 – 2005 GMC Truck & Two bid submissions.

- Letter from the Hawley Selectboard to Franklin Regional Council of Governments with support for their proposal to the Efficiency and Regional Grant Program, “Planning for Climate Resilient Communities in the Deerfield River Watershed”.
- October 2016 email from the Office of the Inspector General regarding Municipal Modernization.
- Town of Hawley High Speed Internet Survey – November 12, 2016.